

Seattle Fire Department Permit Application
Code 7901 Annual Roofing Operations

Level II
--Revised 2/2006--



Permit Fee: \$152.00 + \$152.00 per kettle/tank truck

TO BE COMPLETED BY PERMIT APPLICANT (PLEASE PRINT)

FIRM NAME:

BILLING ADDRESS:

SUITE:

CITY:

STATE:

ZIP:

CONTACT PERSON:

PHONE NUMBER: ()

JOBSITE ADDRESS: VARIOUS LOCATIONS WITH A TEMPORARY PERMIT OR VALIDATION NUMBER

NUMBER OF ASPHALT KETTLES THAT WILL OPERATE IN
THE CITY:

NUMBER OF HOT TAR TANK TRUCK THAT WILL OPERATE
IN THE CITY:

Please include a check made payable to the CITY OF SEATTLE with this application.

Permit applications may be submitted in person weekdays from 8:00 a.m. to 4:30 p.m., or mailed to:

Seattle Fire Department
Fire Marshal's Office—Permits
220 Third Avenue South, Second Floor
Seattle, WA 98104-2608

Permit Processing: (206) 386-1025
www.seattle.gov/fire

**WORK SHALL NOT COMMENCE AND PERMIT IS NOT VALID UNTIL AFTER FIRE DEPARTMENT
INSPECTION OF KETTLES AND/OR HOT-TAR TANK TRUCKS**

TO BE COMPLETED BY FMO INSPECTOR:

Approved by: _____ SFD ID# _____ Date: _____

Number of kettles inspected: _____

Number of tank trucks inspected: _____

FMO OFFICE USE ONLY:

Date Received: _____ Receipt No.: _____ Check No.: _____

Expiration Date: _____ Application ID# _____

☐ Cancel with full refund ☐ Cancel, no refund ☐ Moved ☐ No Longer Needs ☐ Out of Business **Initials:** _____

Seattle Fire Department Permit Conditions

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Annual and Temporary Roofing Operations

IMPORTANT--- BEFORE YOU BEGIN !!

Explicit permission, in the form of a validation number, must be obtained from the Fire Marshal's Office prior to commencement of any regulated roofing operation outside the Fire District (see attached map).

A separate temporary permit is required:

- 1) for any roofing operation conducted inside the Fire District,
- 2) prior to placement of any tar kettle on a roof, and
- 3) for any roofing operation conducted outside the Fire District that will exceed 20 consecutive days.

Validation numbers may be obtained, and temporary permits can be applied for, by contacting the Fire Department Permit Section at (206) 386-1329 weekdays from 8:00 am to 4:30 pm.

Failure to obtain the required validation number or comply with any of the following permit conditions may result in a stop work order of not less than 24 hours and legal action.

GENERAL REQUIREMENTS FOR ALL ROOFING OPERATIONS:

1. Permits shall be kept at all times at locations where regulated roofing operations are conducted in the City and shall be made available to Fire Department personnel upon request. [SFC 105.3]
2. The work area shall be cleared of all accumulations of combustible material at the end of each workday. All refuse must be promptly removed from the job site. [SFC 105.3]
3. All fires shall be immediately reported to the Seattle Fire Department by dialing 911. [SFC 105.3]

REQUIREMENTS FOR TORCH-DOWN ROOFING OPERATIONS:

4. At least one portable fire extinguisher with a minimum rating of 40-B:C is required **for each** burner (torch) that is located on the roof, and shall be located within 30 feet of the location where work is in progress. Each extinguisher shall be inspected at least annually and shall display a tag indicating when it was last inspected. [SFC 105.3]

Note: "Dragon wagons", a rod with numerous flame ports mounted on wheels which directs the heat horizontally at the underside of an unrolling supply of roofing membrane attached to the device is considered to be a single burner if it is operated by one individual and fueled by a single LPG cylinder.

5. A charged hose line of not less than 3/4-inch diameter, and of sufficient length to reach all areas of the roof where torches will be used, shall be located on the roof at all times during the operation and until the fire watch is no longer required. [SFC 105.3]
6. LP-gas used in conjunction with torch-down operations shall be limited to the following: [SFC 3803.4 and Table 3803.4]

Location	Maximum Individual Container Size (gallons) lbs. water capacity	Maximum Aggregate Quantity Onsite (gallons) lbs. water capacity
Occupied Buildings	(10) 100	(30) 300
Unoccupied Buildings	(10) 100	(60) 605

7. No more than two (2) burner units shall be in operation at the same time on an occupied building, and no more than five (5) burners shall be in operation at the same time on an unoccupied building. [SFC 105.3]

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8. A fire watch shall be designated for each torch-down operation. A fire watch may be a member of the work crew, or another person designated by the individual in charge of the torch-down operation. [SFC 105.3]
9. Individuals conducting torch-down operations may not serve as their own fire watch. [SFC 105.3]
10. Each designated fire watch shall:
 - Be present continuously during torch-down operations to watch for fire and operate fire-extinguishing equipment to extinguish spot fires.
 - Be maintained for at least 1 hour after completion or interruption of work, to detect and extinguish smoldering fires.
 - Check attic spaces below the work areas for smoldering fire prior to leaving the site.
 - Be trained in the use of available fire extinguishing equipment.
 - Be capable of transmitting an alarm to the Emergency - 911 Center via telephone.
 - Have read and understand the Seattle Fire Department permit conditions. [SFC 105.3]
11. When several workers are performing torch-down operations on a single roof, the fire watch shall have a clear view of, and immediate access to, each worker. No more than three workers performing torch-down operations shall be attended by a single fire watch. [SFC 105.3]
12. Fire protection shall be provided for each opening into the building or an adjacent space (e.g., use of fiberglass blankets may be required in accordance with manufacturer's instructions). [SFC 105.3]
13. Combustible material in close proximity of open flame shall be protected from ignition by shielding or wetting with water. [SFC 105.3]

REQUIREMENTS FOR BOTH HOT-TAR TANK TRUCKS AND TAR KETTLES:

14. Tar kettles or tank trucks shall be located on a non-combustible surface and shall not be located within 20 feet of any combustible material, including but not limited to, product replenishing (roofing) materials, combustible building surface or building opening. [SFC 303.2]
15. Tar kettles or tank trucks shall be located so as not to impede building egress routes or Fire Department access lanes. [SFC 303.2]
16. LP-gas containers shall be supported upright and they shall be separated from the burner and kettle/truck by a minimum of 10 feet. [SFC 303.2]
EXCEPTION: Containers, properly insulated from heat or flame, are allowed to be within 2 feet of the burner.
17. Only Department of Transportation (DOT) approved or ASME LP-gas containers shall be used. [SFC 105.3]
18. Roof-top delivery lines shall be constructed of rigid metal piping, except that flexible lines may be used to cross parapets when the metal pipe is secured or tied to the building. [SFC 105.3]
19. Piping, hoses and spare fuel containers shall be adequately protected against physical and vehicular damage. [SFC 105.3]
20. LP-gas containers shall not be refilled while burner units are in use. [SFC 105.3]
21. An attendant shall be within 100 feet of the kettle/truck and shall have the kettle in sight when the heat source is operating. Ladders or similar obstacles shall not be located in the path between the attendant and the kettle. [SFC 303.4]
22. At least one portable fire extinguisher with a minimum rating of 40-B:C shall be located within 25 feet of each tar kettle or hot-tar tank truck when the heat source is operating. At least one additional extinguisher with a minimum 40-B:C rating shall be located on the roof being covered. Each extinguisher shall be inspected at least annually and shall display a tag indicating when it was last inspected. [SFC 303.5]

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23. Tar kettles or tank trucks shall not be transported on a highway, road or street when the heat source for the kettle is in use. [SFC 303.1]

EXCEPTION: Tar kettles in the process of patching road surfaces.

ADDITIONAL REQUIREMENTS FOR TAR KETTLE OPERATIONS:

24. Tar kettles shall be equipped with a tight-fitting cover, maintained in sound mechanical condition and kept reasonably free of spill residue. [SFC 303.6 and 105.3]
25. **At locations outside the Fire District** (see attached map), LP-gas containers serving tar kettles at the job site shall not exceed a maximum individual capacity of 300 gallons (1,260 pounds LP-gas capacity) and a maximum aggregate quantity of 300 gallons (1,260 pounds LP-gas capacity) LP-gas is allowed. [SFC 3803.4 and Table 3803.4]
26. **At locations inside the Fire District** (see attached map), a separate temporary permit is required to conduct any roofing operation.
27. Tar kettles shall not be used inside or on the roof of a building. [SFC 303.2]
EXCEPTION: Kettles may be located on the roof only when authorized by separate temporary permit.

ADDITIONAL REQUIREMENTS FOR HOT-TAR TRANK TRUCK OPERATIONS:

28. Hot-tar tank trucks shall display visible placards in accordance with DOT requirements to identify the hazard. [SFC 105.3]
29. Controls shall automatically prevent product temperature from exceeding 550 degrees Fahrenheit. [SFC 105.3]
30. The exterior of the tank truck shall be clean and substantially free of combustible product before heating is commenced. [SFC 105.3]
31. Tank trucks shall not enter buildings, except repair garages, and then only when the contents have been cooled to ambient temperature. [SFC 105.3]
32. Tank trucks shall be in movable condition at all times except when parked in the contractor's yard. Tractors must be left with trailer-type units, except when parked in the contractor's yard. [SFC 105.3]
33. **At locations outside the Fire District** (see attached map) LP-gas containers serving tank trucks shall not exceed 500 gallons (2,500 pounds) and a maximum of 500 gallons (2,500 pounds) aggregate LP-gas is allowed at any job site. [SFC 3803.4 and Table 3803.4]
34. **At locations inside the Fire District** (see attached map), a separate temporary permit is required to conduct any roofing operation.

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City of Seattle Map of Fire District

Black Region

Fire District (Temporary Permit Required)

Grey Region

Outside the Fire District (Validation Number Required)

